

TOWN OF HARTLY
P.O. Box 181
HARTLY, DE 19953

MEETING MINUTES

Thursday, October 12th, 2017

I. Call to Order and Roll Call

Meeting was called to order by Mark Maguire at 7:07 PM.

Council Present:

Suzanne Morris	Ray Morris
Mark Maguire	Rebekah Legar

Public Attendees:

Dave Brown	

II. Invocation & Pledge of Allegiance

Suzanne provided Invocation.

Ray Morris led in Pledge of Allegiance.

III. Approval of Previous Minutes/Approval of Tonight's Agenda

Ray Morris motioned, Suzanne Morris 2nd, approval of previous Meeting Minutes. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

Ray Morris motioned, Suzanne Morris 2nd, approval of tonight's agenda. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

IV. Reports

a. **Treasury** (Suzanne Reported)

i. Citizens Bank Account

Previous Balance: \$9,879.41. Deposits: \$21,144.18. Expenses: \$2,330.93. Balance in account \$28,692.66. Significant increase in revenue mainly due to Family Dollar 1% Realty Transfer Tax resulting in \$16,500.00 additional revenue for the Town.

ii. Restitution from Richie Casson

Two payments received totaling \$150.00. Remaining balance owed: \$87,076.50.

iii. Delaware State Police Accounting Record

Paid to DSP \$2,983.50, Received from Courts \$1,017.00. 1/3 of what we are paying to DSP we are getting back from the courts.

iv. Street Light Impact Fee

Received to date \$4200.00, Not Paid \$1,900.00

v. 2017 Property Tax

So far we have collected \$2286 out of the total \$7,226.00 due by October 31st.

Suzanne Morris motioned, Ray Morris seconded, to accept the Treasury Report.

Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

b. Building Permits

- Ray Morris reported one building permits issued this period for Cindy Swyka.

c. Correspondence

Suzanne read all correspondence.

V. Unfinished Business

VI.

a. New Commissioner Oath

Rebekah Legar swore an oath as a new Commissioner. The Council warmly welcomed Rebekah into this position as the new Town Clerk.

b. Sidewalks (TAP)

Ray Morris reported that we will be meeting with DelDot’s Director of Planning on January 18th.

c. Delaware State Police/Speeding/Road Signage

Mark Maguire reported he has been working with DSP and scheduling times for DSP to be in town. DSP has been focusing on excessive speeders in town. Speed Tracker Systems were also discussed. Raymond will research the current system that our neighboring town, Templeville, is using. Still waiting for word from Senator Lawson and Representative Spiegelman who indicated they would purchase a permanent speed display sign for the town.

d. Citizen Bank Access/signature updates

Suzanne Morris reported that all Council members have signed necessary paperwork.

e. Kent County – 1% Real Estate Transfer Tax

Rebekah sent a letter to the Kent County Recorder of Deeds, Hon. Betty Loue McKenna to request the publishing of our 1% Real Estate Transfer Tax Rate on their website as well as any other update to their records.

f. 2018 Budget

Suzanne distributed 2018 DRAFT Budget Proposals to Town Commissioners. Discussion regarding 2018 property tax and budget/expenses for Year 2018.

Yearly Revenue		
<i>Budgeted</i>	<i>Item</i>	<i>Amount</i>
\$10,839.00	Property Taxes (.075)	\$0.00
\$4,270.00	Street Light Tax	\$0.00
\$1,000.00	Cell Tower	\$0.00
\$525.00	MSA	\$0.00
\$600.00	Casson	\$0.00
	Permits	\$0.00
\$6,000.00	DSP	\$0.00
	Other-Misc	\$0.00
\$23,234.00	Balance	\$0.00
		\$23,234.00
Yearly Expenses		
<i>Budgeted</i>	<i>Item</i>	<i>Amount</i>
\$4,250.00	Delmarva Power	\$0.00
\$540.00	Phone	\$0.00
\$0.00	Due/Subscrp/Edu	\$0.00
\$250.00	Postage	\$0.00
\$300.00	Office Supplies	\$0.00
\$500.00	Comm. Events	\$0.00
\$475.00	Ins/Bonding	\$0.00
\$1,926.00	Town Solicitor	\$0.00
\$250.00	Maint/Supplies	\$0.00
\$12,960.00	**DSP (12hrs per mo)	\$0.00
	Capital Fund	
\$21,451.00	Expense Totals	\$0.00
\$ 1,783.00	Surplus to Capital Fund	
\$23,234.00		
		\$23,234.00

Suzanne Morris motioned, Rebekah Legar seconded, to acknowledge this as the second reading of Town of Hartly 2018 Budget. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

g. Municipal Street Aide/Fund Account

Suzanne reported deposit made and bills paid directly thereafter.

h. Application for Delmarva Power to change Street Lights to LED

Suzanne completed the application and returned to Delmarva Power. No update on application at this time. Hope to report progress at December Council Meeting.

i. Holiday Event

The fire hall is booked for December 9th from 6-9. Rebekah has volunteered to coordinate this event.

Suzanne Morris motioned, Ray Morris seconded, that Rebekah be authorized to spend up to \$500 for the Town Christmas Celebration on December 9th. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			

j. Town Hall Fund

The proper title for the Fund set aside in a savings account for future property and/or town hall purchase will now be entitled “Capital Fund”.

k. Other unfinished business as needed:

None

VII. New Business

a. Town Sign

The town sign that was in the island intersection was destroyed by a vehicle in a hit and run. No reports could be found. On behalf of the Hartly Ruritan, Dave Brown presented the council with a sketch of a proposed sign he would like to make to replace the missing sign. This sign will be donated and presented by the Hartly Ruritan. The council agreed upon hunter green letters and a beige or gray background fill. The sign will read: “Welcome to Hartly Delaware Established 1734”. Dave Brown stated he should be able to have the sign assembled and set by the Town Christmas Celebration on December 9th. Dave also added that in the future he will look into drafting proposals for a new town seal as well to be added to the sign later.

Suzanne Morris motioned, Ray Morris seconded, that the town accept this much appreciated sign donation from the Hartly Ruritan. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

b. Sidewalk Project Planning Request

We received a letter from Joshua Norris requesting the Council to allow for the widening of his driveway (8ft to 10 ft.) when the sidewalk project is discussed in the January Planning Meeting with DelDot.

After a lengthy discussion, Ray Morris motioned, Rebekah Legar seconded, that the issue be tabled until the December Council Meeting. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

c. Expression of Gratitude Letter

The Hartly Ruritan has been very generous to the Council the past few years. They have donated raffle proceeds, also donated to the movie premiere and Christmas Celebrations. Now they are donating a sign.

Suzanne Morris motioned, Ray Morris seconded, that the Town Clerk send a letter of gratitude to the Hartly Ruritan to extend our appreciation of all their efforts.

Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

d. Town Ordinance Changes

Raymond mentioned the need to raise the penalty fines in our Town Ordinances regarding grass cutting. The changes discussed included: a \$35 fine for first offense, \$50 for 2nd Offense, and \$75 for 3rd offense with a \$10 administrative fee.

After lengthy discussion, Ray Morris motioned, Suzanne Morris 2nd, to table this discussion until our December Council Meeting. Motion carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			

VIII. Public Comment / Council Member Comment

- Dave Brown shared many compliments regarding the website and meeting minutes.

IX. Adjournment

Ray Morris motioned, Suzanne Morris seconded, to adjourn, motion carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris	X			
Rebekah Legar	X			